

TOWN OF KITTERY, MAINE
PLANNING BOARD MEETING
Council Chambers

APPROVED
November 8, 2012

Meeting called to order at 6:02 p.m.

Board Members Present: Deborah Driscoll, Tom Emerson, David Kelly, Susan Tuveson, Bob Melanson, Rich Balano

Members absent: Ann Grinnell

Staff: Gerry Mylroie, Town Planner; Chris Di Matteo, Assistant Planner

Pledge to the Flag

Minutes: October 25, 2012

Mr. Melanson moved to accept the minutes of October 25, 2012 as amended

Ms. Driscoll seconded

Motion carried unanimously by all members present

Public Comment:

Public comment and opinion are welcome during this open session. However, comments and opinions related to development projects currently being reviewed by the Planning Board will be heard only during a scheduled public hearing when all interested parties have the opportunity to participate.

Earldean Wells noted the Conservation Commission has requested information from the Department of Public Works regarding the status of mitigation for the area replaced by the rain garden. **Mr. Mylroie** stated this information has been filed with the DEP and is under review.

PUBLIC HEARING:

ITEM 1 – 20 Bayview Lane Renovations, Shoreland Development Review.

Action: Hold a Public Hearing, review plan, and grant or deny approval. Robert and Rosa Marsilia, applicant, requests approval for repairs and additions at the property located at 20 Bayview Lane, Tax Map 2, Lot 80, Residential – Suburban Zone and Shoreland Overlay Zone.

Robert Marsilia, summarized the application, noting the existing footprint would remain and the proposed expansion is less than the 30% maximum. The existing garage is beyond repair and will be demolished and rebuilt as a home office on the same footprint, with no increase,. The existing retaining walls and patio are failing and need to be rebuilt; same size and same place. These have been included in the impermeable calculations. **Mr. Di Matteo** explained that in the shoreland zone structures 24” or higher and/or closer than 25’ from the resource must receive Board approval. A condition that the existing walls and patio be built in place will be shown on final plan.

Ms. Driscoll asked how the Board will verify the applicant complies with the proposed plan. Mr. Di Matteo stated the final plan will show the Board’s approval

The Public Hearing opened at 6:18 p.m.

Earldean Wells asked about the condition regarding existing patios and development within the shoreland setback. **Mr. Di Matteo** stated this is addressed in condition #2.

The Public Hearing closed at 6:20 p.m.

Mr. Kelly moved to approve the application, grant the requested waivers, and read the Findings of Fact.

Ms. Driscoll seconded

Motion carried unanimously by all members present

WHEREAS: Owner, Verticle US Recovery Fund, LLC and Applicant, Robert T. and Rosa E. Marsilia, proposes to repairs and re- construction an existing single family dwelling, including a new addition, located at 20 Bayview Lane, Tax Map 2, Lot 8 in the Residential Suburban and Shoreland Overlay Zone. Hereinafter the “Development”.

Pursuant to the Plan Review meetings conducted by the Planning Board as duly noted; and pursuant to the Project Application and Plan and other documents considered to be a part of the approval by the Planning Board in this finding consist of the following (Hereinafter the “Plan”).

1. Shoreland Overlay Zone Project Plan Review Application, dated 10/3/2012
2. Annotated survey plan entitled; *Standard Boundary Survey Bayview Lane, Kittery Maine made for Estate of Maria T. Young*, dated 9/08/2000
3. Architectural drawings prepared by R. Rumpf & Associates Inc. dated 10/2/2012, REV 9/20/2012
7 sheets entitled; *Marsilia Residence Renovation Project, 20 Bayview Lane, Kittery Me.*

Now Therefore, based on the entire record before the Planning Board as and pursuant to the applicable standards in the Land Use and Development Code, the Planning Board makes the following factual findings:

- I. Chapter 16.3.2.17.D Shoreland Overlay Zone Standards have been met.
Vote: 6 in favor 0 against 0 abstaining
- II. Chapter 16.7 General Development Requirements have been met
Vote: 6 in favor 0 against 0 abstaining
- III. Chapter 16.10.10.2.D - Procedures for Administering Permits For Shoreland Development Review. An Application will be approved or approved with conditions if the reviewing authority makes a positive finding based on the information presented. It must be demonstrated that the proposed use will:
 1. maintain safe and healthful conditions;
Vote: 6 in favor 0 against 0 abstaining
 2. not result in water pollution, erosion or sedimentation to surface waters;
Vote: 6 in favor 0 against 0 abstaining
 3. adequately provide for the disposal of all wastewater;
Vote: 6 in favor 0 against 0 abstaining
 4. not have an adverse impact on spawning grounds, fish, aquatic life, bird or other wildlife habitat;
Vote: 6 in favor 0 against 0 abstaining
 5. conserve shore cover and visual, as well as actual, points of access to inland and coastal waters;
Vote: 6 in favor 0 against 0 abstaining
 6. protect archaeological and historic resources;
Vote: 6 in favor 0 against 0 abstaining

7. not adversely affect existing commercial fishing or maritime activities in a commercial fisheries/ maritime activities district;
Vote: 6 in favor 0 against 0 abstaining
8. avoid problems associated with floodplain development and use
Vote: 6 in favor 0 against 0 abstaining
9. is in conformance with the provisions of this Code; and
Vote: 6 in favor 0 against 0 abstaining
10. recorded with the York County Registry of Deeds.
Vote: 6 in favor 0 against 0 abstaining

NOW THEREFORE the Kittery Town Planning Board adopts each of the foregoing Findings of Fact and based on these Findings determines the proposed development will have no significant detrimental impact, contingent upon the following condition(s):

Application Waivers:

1. 16.10.5.2.B.1 (plan size);
2. 16.10.5.2.B.10. a thru o;
3. 16.10.5.2.C.2. a thru c; and
4. 16.10.5.2.C.3 thru 12.

Conditions of Approval:

1. Prior to the release of the signed plans, the applicant must pay all outstanding fees associated with the permitting, including, but not limited to, Town Attorney fees, peer review, newspaper advertisements and abutter notification.
2. Revise drawings to reflect no new additions, including decks, protruding past the structures' existing façades facing Spinney Creek.
3. Incorporate architectural and site information on one plan suitable for recording that includes the calculations for the existing and proposed volume, floor area and impervious area for the property. Provide said plan to Town Planner for review prior to recording at the York County Registry of Deeds.
4. Final Plan must include notes that reflect adherence to the Maine DEP Best Management Practices for all work associated with site and building renovations to ensure adequate erosion control and slope stabilization.
5. Prior to issuance of a building permit and any earth moving or soil disturbance, one (1) mylar copy and two (2) paper copies of the recorded Plan and any and all related state/federal permits or legal documents that may be required, must be submitted to the Town Planning Department.
6. Existing walls and patio to be rebuilt in place and shown on final plan.

Move to accept the above Findings of Fact as read, Application Waivers and Conditions of Approval and approve the proposed Development in the Shoreland Overlay Zone on the property located at 20 Bayview Lane, Tax Map 2, Lot 80 and authorize the Planning Board Chairman to sign the Final Plan and Findings of Fact after the said conditions have been met.

Vote: 6 in favor 0 against 0 abstaining

Approved by the Kittery Planning Board on the 8th day of November, 2012.

ITEM 2 – 50 State Road - Mixed Use Building Redevelopment –Modifications to an Approved Plan.

Action: Accept or deny plan application, hold a Public Hearing, and grant or deny approval. Jeff Apsey, owner and applicant, requests approval for changes to a site plan for the redevelopment of the existing building and associated parking located at 50 State Road, Business- Local-1 Zone, Tax Map 3, Lot 2.

Jeff Aspey addressed the following issues regarding plan modifications:

1. Handicapped ramp: This was moved because the engineer placed it where it would not fit. He felt this was not a Board issue as the State Fire Marshall must approve the ramp to meet ADA standards. When the ramp is complete, it will comply. The only thing the Board needs to address is the new location.
2. Pavement: The engineer used boilerplate pavement depth of 4", but the ordinance requires 3"-3 1/2" which is what has been installed.
3. Lighting: The pole bases were placed in the ground, behind the guardrails, as they are unattractive. The pole height in the rear has been changed to 20-foot poles. The front pole was designed as an 18-foot pole, where a 15-foot pole is required by ordinance. If this is reduced, the photometric plan will be affected. The Planner requested a different light fixture, but the poles cannot be returned. However, the pole can be cut to size and used. He asked if a light is necessary in the front as there appears to be sufficient illumination. He also argued that the pole is not in front of the building, but behind the plane of the building and the ordinance states a 20-foot pole or less is required. He continued to discuss the various light fixtures. The photometric plan was designed utilizing the Cimarron style, but the approved application specified Progress style fixtures. He would prefer not to use the Cimarron style and presented a third fixture style to the Board [unidentified].
4. Landscaping: Because the ramp covers the foundation, the proposed landscape plan along the foundation is not necessary. The Planning Department requested the unused landscape material be moved to another location to provide screening. He does not feel this is an issue and should not be required.

He stated the as-built plan for the ramp will be submitted, per the condition. However, the Domus series lighting requested by the Planner would change the photometric plan.

The Public Hearing opened and closed at 6:50 p.m. as there was no one in the audience speaking for or against the plan amendment.

Mr. Emerson asked for Board comment. **Mr. Kelly** stated the Board does need to be advised the ramp has been moved, though final design approval by the State must be received. **Mr. Di Matteo** clarified the applicant is before the Board because, if there is an interest in changing an approved plan, the applicant should not construct what they think they want to build, and then come to the Board for approval. **Ms. Driscoll** objected to the Planner's request to change the light fixture style. **Mr. Mylroie** stated the Board appeared to be interested in establishing lighting consistency in this area of town. The Board agreed the Cimarron Series fixtures not be used in the front of the building, but were acceptable in the rear. **Ms. Tuveson** asked about the landscape screening. **Mr. Di Matteo** explained the approved plan notes 14 shrubs, and the applicant has replaced them with 5 shrubs. Planting should be done at the appropriate planting time of spring or fall. **Mr. Mylroie** stated code requires screening of parking from public ways. **Ms. Driscoll** stated it is not unreasonable to request the applicant to move

the plantings that were approved at the foundation alongside the front parking area, in the area noted with loam and seed. **Mr. Apsey** stated that this area was to be used for snow plowing.

WHEREAS: Jeff Apsey, applicant and owner of 50 State Road, has made modifications to the approved Site/Subdivision Plan with a revision date of 8/29/2012. Modifications include a change in the location of the ADA ramp, a change in landscape planting, and lighting. The property is located in the Business Local-1 zone (BL-1), Map 3, Lot 2. Hereinafter the "Development".

Pursuant to the Plan Review meetings conducted by the Planning Board as duly noted; and pursuant to the Project Application and Plan and other documents considered to be a part of the approval by the Planning Board in this finding consist of the following (Hereinafter the "Plan"), prepared by Attar Engineering, Inc. (or as noted):

- | | |
|--|-----------------|
| 1. Application/ Cover letter /Lighting Catalog-Cuts/pictures | 10/15/12 |
| 2. Original Site and Subdivision Plan dated 5/02/12 | Revised 8/29/12 |
| 3. Photometric Lighting Plan dated 6/6/12 | Revised 9/12/12 |

NOW THEREFORE, based on the entire record before the Planning Board as and pursuant to the applicable standards in the Land Use and Development Code, the Planning Board makes the following factual findings as required by Section 16.10.8.3.4. and as recorded below:

A. Development Conforms to Local Ordinances.

Vote: 6 in favor 0 against 0 abstaining

- B. Freshwater Wetlands Identified;
- C. River, Stream or Brook Identified;
- D. Water Supply Sufficient;
- E. Municipal Water Supply Available;
- F. Sewage Disposal Adequate;
- G. Municipal Solid Waste Disposal; Available;
- H. Water Body Quality and Shoreline Protected;
- I. Groundwater Protected;
- J. Flood Areas Identified and Development Conditioned;
- K. Stormwater Managed;
- L. Erosion Controlled;
- M. Traffic Managed;
- N. Water and Air Pollution Minimized;
- O. Aesthetic, Cultural and Natural Values Protected;

Standards B-O are not applicable to the proposed amendment.

Vote: 6 in favor 0 against 0 abstaining

P. Developer Financially and Technically Capable.

Vote: 6 in favor 0 against 0 abstaining

Now Therefore the Kittery Planning Board adopts each of the foregoing Findings of Fact and based on these Findings and determines the proposed Development will have no significant detrimental impact. The Kittery Planning Board hereby grants Final Approval for the Development at the above referenced property, with waivers granted as noted and any conditions per Title 16.10.8.2 as noted.

Vote: 6 in favor 0 against 0 abstaining

Conditions: (All conditions must be included on the final plan prior to signature by the Planning Board Chairman)

1. Prior to issuance of any occupancy permit, the applicant must pay all outstanding fees associated with the permitting, including, but not limited to, Town Attorney fees, peer review, newspaper advertisements and abutter notification.
2. Two (2) paper copies of the approved and signed plan amendment and any and all related state/federal permits or legal documents that may be required must be submitted to the Town Planning Department prior to the issuance of any occupancy permit.
3. This amendment to the previously approved plan dated August 23, 2012 does not supersede any plan requirements unless otherwise noted in this approval.
4. Applicant shall submit an as-built plan of the ramp to the State Fire Marshall with copy of the same to the Planning Office prior to the issuance of an occupancy permit.
5. Lighting fixture identified as S3 must not exceed a MH of 15 feet per Title 16.8.2.4.2 and be equipped with fixtures similar to the model used by York Hospital.
6. Plants not used due to ramp relocation shall be placed between State Road and the southwest parking area.

The Planning Board hereby authorizes the Planning Board Chairman to sign the Final Plan and Findings of Fact.

Approved by the Kittery Planning Board on the 8th day of November, 2012.

Vote: 6 in favor 0 against 0 abstaining

ITEM 3 – Redevelopment of Former Fraternal Hall Building, Wallingford Square LLC, Site Plan Review. Action: Hold a public hearing, review and grant or deny preliminary approval. Wallingford Sq. LLC, owner and applicant, requests approval to redevelop the former Masonic building and associated site located at 7-17 Wallingford Sq., Tax Map 4, Lot 106, Mixed Use Kittery Foreside Zone. Agent is Deane Rykerson, Rykerson Architecture.

Michael Landgarten, owner, summarized the proposal, outlining the outdoor seating area and proposed landscaping. Signage location on the building was briefly discussed. He is requesting a waiver so they may use LED lighting.

There are 8 existing parking spaces.

First floor – 6 retail units (less than 1,200 sf, no parking required);

Café – <600 sf of customer access, plus one employee (6 spaces with a 3 space credit) = 3 spaces;

Basement – 6 spaces to support retail units and café (storage)

Second floor – 7 offices (an increase from 4 existing spaces)

Yoga space – 2,025 sf (5 parking spaces with 3 space credit) = 2 parking spaces

Third floor – Two, 1,000 sf apartments = 2 parking spaces

Mr. Emerson noted the former drive-through curb cut needs to be re-built. **Mr. Mylroie** stated if there is any sidewalk repair needed for this, the applicant will be responsible. **Ms. Driscoll** stated if any of the offices are combined to trip parking re-configuration, the applicant will return to the Board. **Mr. Di Matteo** stated condition #6 should address this concern. As the applicant proceeds to secure tenants, he will need to submit a Business Use Change application, and based on this approval, there is unlikely to be any changes. However, if there are changes impacting parking, he will return to the Board.

Ms. Wells asked about snow removal or storage. **Mr. Landgarten** stated snow will be removed from the site and this will be noted on the plan.

The Public Hearing opened and closed at 7:35 p.m. as there was no one in the audience speaking for or against the plan.

Mr. Kelly moved to read the Findings of Fact for approval

Mr. Melanson seconded

WHEREAS: Wallingford Square LLC, owner and applicant of 7-17 Wallingford Square, proposed to redevelop the former Masonic building and associated site located on Tax Map 4, Lot 106, Mixed Use Kittery Foreside Zone. Agent is Deane Rykerson, Rykerson Architecture. Hereinafter the “Development”.

Pursuant to the Plan Review meetings conducted by the Planning Board as duly noted; and pursuant to the Project Application and Plan and other documents considered to be a part of the approval by the Planning Board in this finding consist of the following (Hereinafter the “Plan”), Deane Rykerson, Rykerson Architecture. (or as noted):

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|--|-------------------|
| 1. Sheet 1 – Site / Demo Plan – 9/19/12 | REV 10/20/12 |
| 2. Sheet 2 – Proposed Site Plan – 9/19/12 | REV 10/20/12 |
| 3. Sheets 3-6 – Architectural Floor Plans – A-0 thru A-4 | 9/19/12 |
| 4. Sheets 7-10 – Exterior Lighting – 9/19/12 | |
| 5. Sheet 5 – Photometric Plan – | (to be submitted) |
| Prepared by | |

NOW THEREFORE, based on the entire record before the Planning Board as and pursuant to the applicable standards in the Land Use and Development Code, the Planning Board makes the following factual findings as required by Section 16.10.8.3.4. and as recorded below:

Action by the board shall be based upon findings of fact which certify or waive compliance with all the required standards of this title, and which certify that the development satisfies the following requirements:

- | | |
|--|--|
| A. Development Conforms to Local Ordinances. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| B. Freshwater Wetlands Identified. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| C. River, Stream or Brook Identified. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| D. Water Supply Sufficient. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| E. Municipal Water Supply Available. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| F. Sewage Disposal Adequate. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| G. Municipal Solid Waste Disposal Available. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| H. Water Body Quality and Shoreline Protected. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| I. Groundwater Protected. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| J. Flood Areas Identified and Development Conditioned. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| K. Stormwater Managed. | |

- | | |
|--|--|
| L. Erosion Controlled. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| M. Traffic Managed. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| N. Water and Air Pollution Minimized. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| O. Aesthetic, Cultural and Natural Values Protected. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |
| P. Developer Financially and Technically Capable. | Vote: <u>6</u> in favor <u>0</u> against <u>0</u> abstaining |

NOW THEREFORE the Kittery Planning Board adopts each of the foregoing Findings of Fact and based on these Findings determines the proposed Development will have no significant detrimental impact, and the Kittery Planning Board hereby grants *Preliminary and Final Approval* for the Development at the above referenced property, including any waivers granted or conditions as noted.

Waivers: 16.8.24.2. F. F. *Lamps in exterior light fixtures must be incandescent, metal halide, or high pressure sodium. This provision does not prohibit the use of fluorescent lamps in internally lighted signs where such signs are otherwise permitted, provided such signs meet the requirements of this Article.*

Conditions: (All conditions must be included on the final plan prior to signature by the Planning Board Chairman)

1. Prior to the release of the signed plans, the applicant must pay all outstanding fees associated with the permitting, including, but not limited to, Town Attorney fees, peer review, newspaper advertisements and abutter notification.
2. State law requires that any plans receiving waivers or conditions be recorded at the York County Registry of Deeds within 90 days of the final approval. All subdivision plans must be recorded.
3. Prior to any earth moving or soil disturbance, one (1) mylar copy and two (2) paper copies of the recorded Plan and any and all related state/federal permits or legal documents that may be required, must be submitted to the Town Planning Department.
4. Applicant must submit a photometric plan to the Town Planner for review and approval.
5. Revise final plans to stripe the cross walk across the main vehicular entrance between sidewalk ramps. The closure of the curb cut from former driver-thru teller should be reconstructed as part of this project to allow for additional on-street parking.
6. All changes and modification to the final plan, including lighting fixtures due to non-compliance to final photometric plan, must be approved by the Planning Board.

The Planning Board authorizes the Planning Board Chairman to sign the Final Plan and the Findings of Fact upon confirmation of compliance with any conditions of approval.

Vote: 6 in favor 0 against 0 abstaining

Approved by the Kittery Planning Board on the 8th day of November, 2012.

ITEM 4 - Kittery Center/ Municipal Center / Circle of Honor – Modifications to an Approved Plan

Action: Accept or deny plan application and schedule a Public Hearing. The Town of Kittery in conjunction with the Thresher Memorial Project Group proposes to create a Circle of Honor memorial area on the east side of Town Hall. The purpose is to enable the recognition of all men and women from Kittery that have given their lives in service to the Nation. The area is located at 200 Rogers Road in the Business Local (B-L) Zone and identified as Map 22 Lot 20A and 20. Town representative is Gerald Mylroie, AICP, Town Planner.

Mr. Mylroie explained this is before the Board for acceptance and scheduling of a public hearing. It is proposed for review on November 29 in conjunction with the scheduled MDOT item.

Mr. Melanson moved to accept the modified preliminary plan and schedule a public hearing on November 29, 2012.

Ms. Tuveson seconded

Ms. Driscoll asked about the flag orientation. **Mr. Mylroie** stated they will be placed in accordance with protocol.

Motion carries unanimously by all members present

ITEM 5 - Proposed Microbrewery, 523 US Route One, Sketch Plan Application Review.

Action: Review application deny or grant approval or continue review at subsequent meeting. Tod and Galen Mott, Applicant and Charles Lynch, Owner requests review, guidance and approval for a concept that accommodates a Microbrewery at the currently vacant property located at 523 US Route One, Tax Map 66, Lot 26, Mixed-Use Zone.

Ms. Tuveson recused herself from review of this proposal as she has a financial interest in the development.

Tod Mott, applicant, summarized the sketch plan proposal. The property is owned by Charles Lynch who will build and lease the building. The proposed building will be a single story production facility and retail space of slightly less than 5,000 sf. There will be no café. Because of truck deliveries, the applicant proposes a one-way in, one-way out access to the site. **Mr. Mylroie** stated the impact, if any, on Parsons Way needs to be further reviewed. **Earldean Wells** noted that prior sitewalks to this site identified wetland clearing and fill, and requests an updated wetland survey be prepared. She stated there have been violations issued for wetland fill on this site. **Mr. Mylroie** asked about the need for a wetland delineation beyond the 115 foot setback as noted on the sketch plan. **Mr. Emerson** suggested the area that includes the building and the nearest wetland edge be surveyed. He also asked for further information regarding the wetland fill and whether there are any outstanding violations. This should be determined prior to further review as there can be no review if there are outstanding violations. This should be confirmed with the applicant and staff will check with the Code Enforcement Officer.

Mr. Melanson moved to accept the sketch plan application.

Mr. Balano seconded

Motion carries unanimously by all members present

A site walk was scheduled for Tuesday, November 13 at 8:00 a.m.

ITEM 6 – Town Planner Items:

- A. Selected Commercial Recreation definition (pending)
- B. Proposed Overlay Zone (pending) – Based on the October workshop, the Board is not pursuing Contract Zoning at this time but rather other avenues, such as overlay zones. This decision needs to be forwarded to the Council for their information. Mr. Mylroie will draft a memo to the Council.
- C. Kittery Foreside outdoor seating evaluation (pending). A presentation to the Board needs to be made, as part of the agreement, prior to the next season.
- D. Other updates: The Council workshop on sidewalks has been postponed and not rescheduled. The Economic Development Committee is meeting on November 14 at 4:00;

The Comp Plan Update Committee is meeting on November 14 at 5:00 in a joint meeting with the Economic Development Committee

The Council is meeting on November 14 at 6:00 to review the Memorial Circle projects.

- E. 57 State Road – Business Use Change request for a fish market and restaurant. There is no increase in the intensity of use.
- F. Lynch Lane – This is returning for acceptance as a town road to enable snow plowing. The approved plan has a condition where Lynch Lane could not be accepted as a town road. They will be asking the Board to eliminate that condition in order to forward to Council for review. **Ms. Driscoll** asked if Lynch Lane was owned by the association or the developer. It was noted that this was before the Board in 2011. **Mr. Emerson** asked that the approved plan and all minutes be included in Board packets. This development is in the area of town, almost to York, that the Comp Plan has identified not providing town services.
- G. Kittery Foreside TIF District for Quality Improvement Plan.
A meeting will be held November 28 to discuss improvements in Kittery Foreside with a January 12, 2012 follow-up meeting.
- H. The Board thanked David Kelly for his service to the Board over the last three years.

Mr. Kelly. moved to adjourn

Ms. Tuveson seconded

Motion carries unanimously by all members present.

The Kittery Planning Board meeting of November 8, 2012 adjourned at 8:30 p.m.

Submitted by Jan Fisk, Recorder – November 12, 2012